

P R E S T O N
M A R K E T S

MARKET HALL & BOX MARKET
APPLICATION INFORMATION



BE PART OF YOUR BRAND NEW MARKET

Preston Markets are currently undergoing a major redevelopment that will result in the creation of a market to be proud of. Centred on a brand new Market Hall, Preston Markets will retain the best of what we've got now and bring in a range of new exciting product lines to become the place to shop at the heart of the city centre's retail offer. It will continue as the place for Prestonians to buy quality products at competitive prices whilst becoming a destination for visitors from across the region.

We would like you to be part of the new Preston Markets. Whether you're interested in the new Market Hall or the innovative Box Market, this information pack will provide all you need to know to complete your application form. A separate form for the Outdoor Market will be available in due course.

This application form is not legally binding on either party and submitting an application does not guarantee you a place in the market. We can reassure you that your application will be treated in complete confidence.

**PRESTON
MARKETS**

THE NEW PRESTON MARKETS

The regeneration of the markets is a major investment for the Council and is seen as being a key catalyst for the regeneration of the Markets Quarter and city centre as a whole. But the Council cannot create the new Preston Markets on its own; it is the quality and mix of traders that will ultimately make it something special.

In a time where traditional shopping and city centres are under threat from an increase in online retailing it is critical that Preston Markets responds by offering something that cannot be experienced online.

With the experience and character of traders, along with a strong ethos of quality, value and variety the market can re-establish itself as a key city centre destination.

Due for completion winter 2017/18, the new Market Hall will be a contemporary glass, steel and timber structure celebrating the heritage asset whilst significantly improving the opportunity for traders to operate in a more prominent location with significantly improved visibility, permeability and accessibility.

The new Market Hall will be anchored by a strong food offer in the form of butchers, fishmongers, greengrocers and dairy produce supplemented by ready-to-eat food such as sandwich stalls and ethnic food. Around three quarters of the new market hall will be allocated to food stalls, with the remainder potentially available to an interesting mix of non-food stalls.

The long term success and sustainability of the market as a whole will depend on the collective offer. The new markets will reflect the changing face of retailing with an emphasis on variety, uniqueness and a reflection of the broad spectrum of customers we want to see in the market.

MARKET HALL

The new Market Hall will be predominantly food sales (approximately 75%), both hot and cold, with a focus on quality produce at great value prices. Traditional food lines such as greengrocers, butchers, fishmongers and dairy produce will be incorporated and complemented by a variety of other food lines that add interest and attraction to the market.

The Market Hall can also accommodate non-food and service stalls that exhibit traditions of good quality and interest that will retain existing customers as well as attracting a wide range of new people into the markets.

STALL DETAILS

There will be over thirty stalls in the Market Hall although some stalls can be combined to allow a larger trading area.

All stalls will have as a basic minimum:

- Partition walls between stalls
- Sloping tiled flooring
- Polycarbonate roof with basic lighting
- Electricity supply (independently metered)
- Cold water supply (independently metered) & foul drainage
- Fascia for signage

Within the Market Hall the Council will also provide:

- Lighting to the common areas
- Combined public and trader toilets with hand wash facilities
- Access to WiFi

Other facilities:

- Loading and servicing for the Market Hall will be from dedicated lay-bys on Earl Street

Traders will be expected to provide:

- Level flooring (if required)
- All equipment for the running of their business
- Stall lighting
- Circuit breakers for any electrical equipment on the stall
- Roller shutter (if required) to a specified design
- Wash basins (if required)
- Fire prevention equipment
- Individual signage for fitting to the fascia

STALL DESIGN

If you are offered a stall within the Market Hall you will be asked to provide information and drawings on how your stall will be fitted out prior to the lease being signed. The layout and design of the stall is of prime importance in providing the right environment for the Market Hall.

The fit-out and signage design will require prior approval by Preston Markets who may require amendments to ensure it meets required standards and suits both the product and the overall appearance of the Market Hall.

Details of the prior approval process for stall design will be provided to successful applicants in due course.

FOOD STALLS

The Market Hall will predominantly be food orientated reflecting the changing nature of city centre retailing.

Applications for food stalls that demonstrate variety and uniqueness are particularly welcome. There will be a limit on the number of stalls selling similar food lines so your proposed products and how you intend to promote them will be of particular importance on your application form.

All food traders will need to achieve a minimum rating of 4 on the Food Hygiene Ratings Scheme. For further details visit:

www.preston.gov.uk/foodhygieneratingscheme



BOX MARKET

Upgraded shipping containers will be provided for trading under the Fish Market canopy. The use of the containers will be predominantly non-food as they will not have a mains water supply or drainage. A variety of access and frontage designs will be available. Shipping containers can be customised to suit your needs, for example customers can walk in to the container or served from a counter at the front.

They will come pre-boarded with a distribution board, ready for power/lighting to be connected to suit your requirements.

LIFE OF THE BOX MARKET

The Box Market is an interim solution which will be tested over three years and any long term decision on its future will depend on how successfully it has traded and any emerging alternative uses of the Fish Market canopy.

STORAGE

Plans are to create a storage area in conjunction with the cinema development however this will not be available for some time (potentially two years or more). An interim solution has been devised where a strictly limited number of shipping containers will be allocated for storage under the Fish Market Canopy.

We ask that you consider carefully your storage requirements and how you can innovatively and efficiently use potential areas within a stall, for example under counter storage, additional shelving etc and whether these types of solutions will provide enough space.

If additional storage is required it's worth noting that shipping containers can be split to provide more flexibility. Due to their temporary nature only limited services will be available to the containers. Electricity will be provided but if drainage and water are required these will be your responsibility and thought should be given to filling and emptying tanks.

Please indicate on your application form if you are interested in storage.

APPLICATION INFORMATION

APPLICATION FOR OCCUPANCY

Please complete the trader application form and submit this together with all the supporting information required for the assessment process. Please note there is a limit on the number of units selling similar product lines so we would urge you to submit your application as soon as possible.

We recommend that applications are submitted by the target date specified on the application webpage and application form. Applications made after this date will still be considered but may be unsuccessful if that product line has already been allocated. We aim to start offering stalls within six weeks of the target date.

ASSESSMENT OF APPLICATIONS

Following assessment of the applications and interviews (if required), stalls will be allocated to applicants with the best offer whilst taking into account that we need to achieve the right balance of goods and services for a successful market.

LEASES

Leases are designed to offer traders a balance of flexibility and security of tenure. They will be offered on a three year basis for both the Market Hall and the Box Market. Provisional Heads of Lease Terms can be found on the next page.

MARKET RULES

For the benefit of all market traders and the smooth running of the market there will be a set of common sense market rules attached to the lease. The provisional rules are available on request now and successful applicants will receive the finalised rules with their draft lease prior to signing.

Applicants should be aware at this stage that the market rules will specify opening times during which traders will be expected to remain open. The planned opening times for the Market Hall and Box Market are:

8.00AM AND 6.00PM MONDAY TO SATURDAY
11.00AM AND 4.00PM SUNDAY

Traders will be able to access the Market Hall from 6.00am Monday to Saturday for stocking and preparation and from 8.30am on Sundays.

CHARGES

Combined rents and service charges are available on the stall schedule. Charges will be confirmed with the draft lease.

BUSINESS PLANNING

The application form includes a section on business planning. This is important as it helps us understand how your business will compete, add value and sustain itself when we are assessing your application. Please try to complete this section as fully as possible. If required we can suggest where you can get further advice on business planning.